



Syllabus

***Artisan Cheese & Sensory Fundamentals
Professional Certificate Program***

Sample Syllabus

Faculty

Program Instructor

[Instructor's name]

[Instructor's email]

Teaching Assistant

[TA's name]

[TA's email]

Program Dates: [Start Date – End Date]

Format: Online

Program Description

This professional certificate program has been designed to build your knowledge base regarding the characteristics of an array of American and international small-batch artisan cheeses. In addition to learning about the foundations of cheese, sensory evaluation, and rind development and aging, you will also assess the professional market for artisanal cheese and explore career pathways in the cheese industry. The sensory evaluation you will make of several different types of cheeses will culminate in your completing a final sensory evaluation

(and presentation) on a cheese of your own selection, one that you will research throughout the program.

The program is rich with engaging resources and includes several interviews and on-site video recordings with some of Vermont's award-winning cheesemakers and professional cheesemongers. Readings from the *Oxford Companion to Cheese*, edited by UVM Professor Catherine Donnelly, will also be included.

Program Learning Goals

This program is intended to be a unique experience for students to develop a broad understanding of the artisan cheese market and more advanced concepts relevant to the foundations of cheese in the context of the following specific objectives:

1. Identify types and characteristics of American and international small-batch artisan cheeses.
2. Examine the artisan cheesemaking process.
3. Evaluate artisan cheeses based on the sensory criteria of texture, aroma, and flavor.
4. Assess the professional marketing of artisan small-batch cheeses.
5. Identify career pathways in the artisan cheese industry.

Please note: This course focuses on the cheesemaking process step-by-step, including rind development and cheese aging. You will come away with a strong foundation of the cheesemaking process, but you will not actually learn how to make your own cheese.

Learning Materials

Required:

- There is no required textbook, but readings will be available in Blackboard for students.
- Note that for the **cheese research activity in Module 1** you will be required to purchase a selection of **no more than four** artisan cheeses, **one of which you will use for your final project**. Try to find a store that offers a good selection of fresh American and European cheeses. These include specialty food stores, local food cooperatives, or large-scale food retailers. Your local grocery (chain) store will likely also have a fairly good cheese section.

Recommended Text:

Donnelly, Catherine, Ed. 2014. *The Oxford Companion to Cheese*. Oxford University Press.

Course Materials Release Day

The official “online week” for this course runs from Wednesday until the following Tuesday. Given busy work and life schedules, new modules for each week will open on Sunday evenings at 5pm EST (starting with Module 2) in case you wish to get a head start on the “week.”

Online Class Space:

As part of your enrollment in the Program, we will provide you login information to our online learning management system, Blackboard. Blackboard will house all of the curriculum materials, presentations, readings and resources for the Program. Blackboard will also be used for communication and networking, including the expected comments and responses required as part of assignments. Additionally, as part of your enrollment in the Program, we will provide you access to our online meeting space, Microsoft Teams. See below for more detailed instructions about using Microsoft Teams.

Program Work

We estimate that students will be engaged in around 10 hours a week of program instruction. This will be a combination of readings, viewings, class discussions, live seminars, assignments, and research.

Performance Goals:

This is a noncredit, certificate-based program. At the conclusion, students will receive a certificate of completion instead of a letter grade. To receive the certificate, students must earn a 70%, or greater, based on the following criteria:

- **Attendance and Participation:**
 - Students can miss a week without any penalty but will be required to make up the assignments at a *prior* date. Please notify me at the beginning of the program if you are not able to participate in an online module.
 - Timely completion and participation in YellowDig class discussions online.
 - Participation in the live seminars in Modules 1 and 4. Please notify me at the beginning of the program if you are not able to participate in a live seminar.
- **Completion of program activities and assignments, which include:**
 - Activities:
 - Research for Your Cheese Selection (Module 1)
 - Final Project: Final Presentation & Sensory Evaluation
 - Final Project Milestone 1: Cheese Selection (Module 2)
 - Final Project Milestone 2: Cheese Profile (Module 3)
 - Final Presentation (Recording) & Sensory Evaluation (Module 4)
 - Module Knowledge Checks

All students will be required to submit activities and assignments that will require outside research. Students will use the program material and at least one outside source to review and to form evidence-based projects.

Assignment Grading Guidelines:

Assignment Category	Number	Points	Total Points	Weight
YellowDig Community Discussion Topics	7	40	280	28%
Activities:				
<ul style="list-style-type: none"> Research for Your Cheese Selection (Module 1) 	1	80	80	8%
Final Project:				
<ul style="list-style-type: none"> Milestone 1: Cheese Selection (Module 2) 	1	100	100	10%
<ul style="list-style-type: none"> Milestone 2 Cheese Profile (Module 3) 	1	200	200	20%
<ul style="list-style-type: none"> Final Deliverable: Presentation (Module 4) 	1	260	260	26%
Module Knowledge Checks	4	20	80	8%
Live Seminars (Modules 1 and 4) - ungraded	0	0	0	0%
Total			1000	100%

Late Work Policy

Please let me know as soon as possible if you will need to submit an assignment late, and we can determine a new, reasonable due date. Otherwise, unexcused late assignments will be subject to a late penalty of 10% per day.

YellowDig Class Discussion Board Assignments

Our YellowDig class discussion forums are an important part of our learning experience. We will utilize these forums as a way to share your growing expertise and apply our learning objectives. By participating in discussions, you will broaden your understanding of the program content and enhance your ability to think critically. Topics for class discussion will be used during each of the program Modules 1-4.

Here is how it will work. You need to earn a total of **280** points for discussion for the program. We encourage you to **post early and often every week** to obtain your points. We have **7** required postings on YellowDig at **40** points each. **It is required that your initial posts be shared by Sunday, so that our rich and dynamic discussion can take place between Sunday and Tuesday.**

- Introduce Yourself (Module 1)
- Your Favorite Cheese (Module 1)

- Cheese: Rind Development and Aging (Module 2)
- Career Pathways in Cheese and Cheesemaking (Module 3)

You will also be using YellowDig to **share** the component parts of your final project:

- Sharing of Milestone One: Cheese Selection (Module 2)
- Sharing of Milestone Two: Cheese Profile (Module 3)
- Sharing of Final Presentation & Sensory Evaluation (Module 4)

The collection of points begins Wednesday at 12:01am and runs until the following Tuesday by midnight. You need to earn **40 points** by posting, commenting, and interacting with your classmates for each discussion topic. You can *only* earn a maximum of **40 points** for each topic. It is up to you to earn your points for each discussion by posting and replying to the prompts provided. You can mix and match posts and replies to receive your maximum of **40 points** per discussion topic. Each action is worth certain points as follows:

- A new post of at least **50 words** earns **15 points**
- A comment of at least **20 words** on an existing post earns **20 points**
- If your post generates comments, you receive **2 points** for each of them
- Receiving a reaction from another user earns **1 point**

These online interactions help foster discussions, as well as allow us to get to know one another. We expect your posts to be professional and courteous. Please keep the following in mind as you post in terms of the quality expected for posts:

- You respond to the discussion prompt in depth, with concise posts and responses while making connections between evidence-based data and insights using multiple examples.
- You own and facilitate the conversation following your original post.

When you post to the discussion board, please keep the following in mind:

- Keep your post focused on the topic; relate class materials from the current module in your post.
- Proofread and review before you submit your thoughtful and evidence-based response.
- Participate regularly. Improve your learning by being an active and engaged student. Successful students post early in the week, and then follow and participate in the assigned discussion throughout the module. You will be expected to log on at least three times a week while reading and participating in discussion.
- If you are unable to fully participate in a week, please contact me.

Activities & Final Project Milestones

In Modules 1-3, you will be asked to complete activities that will help you work towards your final project. These milestones will be shared with your peers on YellowDig and also turned in for instructor feedback. In Module 1, this activity will involve preliminary research for which cheese you may be interested in focusing on. For Modules 2 and 3, you will be asked to complete and submit certain milestones for your project.

Final Project

For the final project, you will draw from the research you have been doing throughout the course to create a 5-minute presentation on the cheese of your choice*, from those you have been researching. All detailed instructions and an example final presentation are available in the course.

For this final project you will be using a free software called [Screencast-O-Matic](#). We highly recommend ensuring that you can download and access the software in advance of when the project is due. If you will be using your work computer (or other computer not owned by you) to download this software, we encourage you to confirm you have any appropriate administrative privileges to download the software onto the computer.

***Note:** If you currently make your own cheese, we ask that you not use your own cheese for the final project or presentation.

Knowledge Checks:

In Modules 1-4 there will be a ten-question end-of-module knowledge check to test your learning of the key concepts presented in each module. The quizzes are accessible via the Assignments page on Blackboard.

Live Seminars:

There will be **two** live seminars – one at the end of Module 1 and the other at the end of Module 4. These seminars will be used to present material, to discuss key concepts related to the modules, to ask questions of your instructor, and to share peer-to-peer knowledge on the module topic. **Live seminars will meet in Microsoft Teams at the time assigned in the module (please note all times are EST)**. Please plan to try using Microsoft Teams before the start time. We have provided information about [joining Microsoft Teams as a guest](#).

A link to the live session meeting space in Microsoft Teams will be provided both here in the syllabus and in the course.

Live participation in the seminar is encouraged, but not required. If you cannot participate in a live seminar, you will be expected to watch the recorded session at a different time.

Our live sessions will be audiovisually recorded both for you to refer back to and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice

recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live.

Citations:

For any resources you may consult in preparing your assignments, we ask that you cite your sources. Citations should be in the [Chicago Style format](#). Please consult the link for guidance on how to use the Chicago style and generation of citations. Not citing source material will lead to point deductions on assignments.

Program Schedule:

Module	DATE	Materials and Assignments
Module 1:	M1: begins [Date]	<ul style="list-style-type: none"> ● Review the module presentation and resources ● YellowDig Discussion: Introduce Yourself ● YellowDig Discussion: Your Favorite Cheese! ● Activity: Research for Your Cheese Selection ● Live Seminar using Microsoft Teams on [Date, Time] <ul style="list-style-type: none"> ● Recommended: One piece of American-made “sharp cheddar” as you would find in a grocery store - such as Cabot, Tillamook, or Sargento - for a tasting and sensory workshop as part of our live seminar. Please do not purchase a Clothbound style or imported cheddar cheese from Canada or England. ● Module 1 Knowledge Check
Module 2:	M2: begins [Date]	<ul style="list-style-type: none"> ● Review the module presentation and resources ● YellowDig Discussion: Cheese: Rind Development and Aging ● Submit Final Project Milestone One: Cheese Selection ● YellowDig Discussion: Sharing of Milestone One: Cheese Selection ● Module 2 Knowledge Check
Module 3:	M3: begins [Date]	<ul style="list-style-type: none"> ● Review the module presentation and resources ● YellowDig Discussion: Career Pathways in Cheese & Cheesemaking ● Submit Final Project Milestone Two: Cheese Profile ● YellowDig Discussion: Sharing of Milestone Two: Cheese Profile ● Module 3 Knowledge Check
Module 4:	M4: begins [Date]	<ul style="list-style-type: none"> ● Review the module presentation and resources ● Final Presentation & Sensory Evaluation ● YellowDig Discussion: Sharing of Final Presentations & Sensory Evaluations ● Live Seminar using Microsoft Teams on [Date, Time] ● Module 4 Knowledge Check

Academic Honesty:

You are expected to maintain a high standard of academic honesty. Please read about UVM's Academic Honesty Policy at: <http://www.uvm.edu/policies/student/acadintegrity.pdf>
Be particularly careful to avoid plagiarism when working on written assignments.

Diversity and Inclusion:

The University of Vermont Professional and Continuing Education (PACE) values diversity and inclusion within our academic and professional community of students, faculty, and staff.

Religious Holidays:

You have the right to practice the religion of your choice. Please submit in writing to your instructors by the beginning of the first week of the program your documented religious holiday schedule for the duration, if applicable. Faculty must permit students who miss work for the purpose of religious observances to make up this work.